

## 0602SPTG – Responses to written questions:

**Question 1) section 1.6.1 organization of the proposal** - Do you want attachments (such as resumes' required in section 3.2.3 #3 to be included in that section's tab at the back of section 3.2.3 or do you want all such attachments at the back after the required state appendixes such as the 424, HIPAA, etc.

- **Response** – Documents such as resumes and other documentation not related to the body of the work may be included as attachments in the appendixes.

**Question 2) section 1.6.1 (organization of the proposal)** Are the attachments (such as resumes, training approval forms, trainer directory forms/certificates) part of the 20 page limit? I'm assuming not, because the proposal will generate at least 20 pages of that stuff.

- **Response** - Appendixes are not included in the 20 page limit requirement.

**Question 3)** Regarding 3.0.2 Who May Apply. Are county health departments considered eligible to apply? We have received this grant in previous years, but not last year under this format. The section doesn't mention public agencies other than higher education. Thank you.

- **Response** - Yes, county health departments are eligible to apply for the Specialized Training grant as a training entity in areas related to early childhood development, and/or related topics for early care and education practitioners.

**Question 4)** - CCR's Specialized Training Grant proposal will be to add online courses to our existing course catalog and to facilitate the existing courses. Facilitating the existing courses to MT participants will generate the match revenue needed for the grant. The grant requires that we include training approval forms for courses proposed. Under the scenario described, does CCR need to submit ECP training approval forms for all online courses that will be included in the catalog in addition to the 5 units we're adding since this is part of our project? It would be about 20 approval forms. Either way we have to do the forms and get them sent in. It's just a question of whether we send them all to ECSB with this grant proposal.

- **Response** – It is only necessary to submit the approval forms for the additional units referred to in your proposal.

**Question 4** - Regarding 1.6.4 Copies Required, etc.. I understand this to say that only the original copy needs to be bound in a 1 inch binder. How should the 4 copies be presented? ( Is it ok to staple them?)

- **Response** - Only the original copy of the RFP needs to be presented in a binder. Please either staple or clip the other 4 copies.

**Question 5** - Does the "additional funds" refer to the 30% match? If so, do we have to specify in the budget how the match will be spent, or do we combine the match with the grant funding and specify items as a whole? In other words, should we have three columns on our budget: state funds, match funds, and total budget or one that includes both the state funds and the match?

- **Response** - Please list your **Total Budget** in one column for the total of the grant. Below this area please list the amount of your match and the non-federal source for the funds you will provide to DPHHS. Refer to the chart in Section 3.4.1 and select a match amount for the total of your proposal.